

# Instructions and Suggestions for the Use, Care and Repair of



We earnestly recommend that all the information on this sheet be carefully read and digested. Every *Parker Pen* is built to give many years of service. With proper care and attention it will certainly do so. Therefore it will be well worth your time to digest this information thoroughly at the start. A few minutes study is all that is necessary.

THE PARKER PEN COMPANY, Janesville, Wis., U. S. A.

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### I. EXPLANATION OF DIFFERENT TYPES AND HOW TO IDENTIFY THEM.

Two main types of Parker Pens are manufactured, namely "self-filling" and "regular." By regular is meant a pen filled with a dropper. Each of these types has two modifications:

#### I. Self-filling:

1. Jack Knife Safety
2. Slip Cap

Therefore, before attempting to clean your pen, or in writing about repairs for it, determine what type it is, also its catalog number and the size of the pen point.

The **self-filling** type is identified by the presence of a small blind cap on the end of the barrel, which, when removed, exposes the presser button of the self-filling mechanism.

The **regular type** (non-self-filling) has a single piece barrel with no blind cap on the end.

The **Jack Knife Safety** model (self-filling or regular) is identified by the safety cap which screws on. "JACK KNIFE SAFETY" is stamped on the cap. (See illustration of Safety cap on Page 3, illustration 10.)

The **Slip Cap** model (self-filler or regular) is identified by the cap which slips on over the nozzle, being secured by friction, not by threads.

The **catalog number** is stamped on the end of the barrel.

The **pen point number**, denoting the size of the point, is stamped thereon.

**Transparent barrel pens** are made both in self-filling and regular types, and in both Jack Knife Safety and Slip Cap models. The ink contained in the barrel can only be seen, however, in the regular type.

**Ivoryne Pens** (pens with colored barrels) are supplied only as Jack Knife Safety self-fillers.

### II. TECHNICAL DESCRIPTION OF SELF-FILLING TYPE.

The Parker Self-filling pen is unlike any other self-filling pen in the world. Its mechanism is entirely enclosed within the barrel. Why? Successful and safe self-filling pens are necessarily equipped with soft rubber sacks on the inside to hold the ink. Soft rubber, by nature, is not as durable as hard rubber. Therefore, sometime, maybe in one year, maybe in five years, the soft rubber sac will burst. When this happens with ordinary pens, the ink is free to come out through the opening in barrel through which the self-filling lever protrudes, thus, staining the surroundings—the clothing or hand bag, etc. With the Parker Pen no ink can possibly escape under any circumstances because there is no opening. Furthermore, it does not necessarily mean an interruption of service. The self-filling mechanism can be re-

moved and the pen used as a drop filler until some time when repairs can conveniently be made.

The Parker self-filling pen is thus the one and only safe pen under all circumstances. (See illustrations 4 and 5 on Page 2 showing operation of self-filling mechanism.)

### III. TECHNICAL DESCRIPTION OF REGULAR TYPE.

The Parker Regular or non-self-filling type consists of three main parts, (1) the barrel, (2) the pen point section assembly (including gold point, feed and nozzle) and (3) the cap. There is nothing to get out of order and the barrel holds a greater amount of ink than a similar sized self-filler, due to the absence of the self-filling mechanism.

All thread joints are carefully and perfectly made so the danger of leakage is done away with. It is essential, however, that joints be kept free from dirt and grit, otherwise a leak is likely to occur.

### IV.—PROPER METHOD OF FILLING (Self-Filling Type)

Remove the blind cap and completely submerge the pen point in good clean ink. Press the self-filling button two or three times to force all air from the sac (see cut 1) and then release the pressure of the button (see cut 2) but do not remove the pen from the ink for three or four seconds. A few seconds time must be allowed for the soft rubber sac to suck up a full charge of ink.

Follow these directions carefully and you will have no difficulty in making your pen fill to its full capacity. Read this over and digest it carefully — your Parker Pen will last for many years and it will be to your advantage to learn now once for all, how to fill it properly.

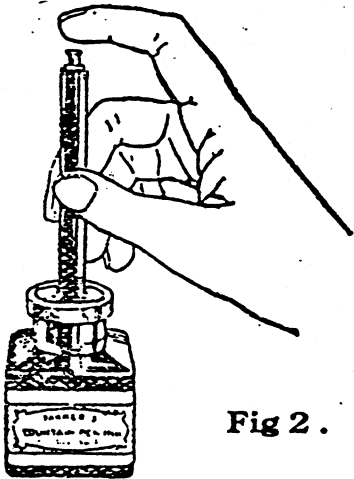


Fig. 2.

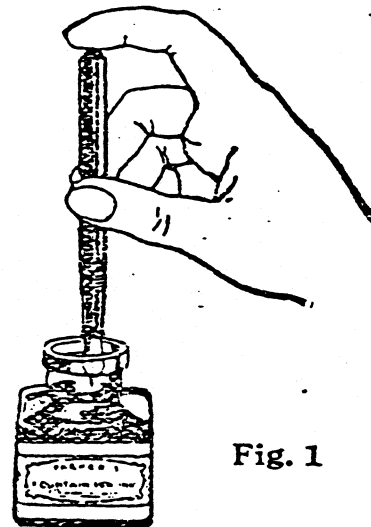


Fig. 1

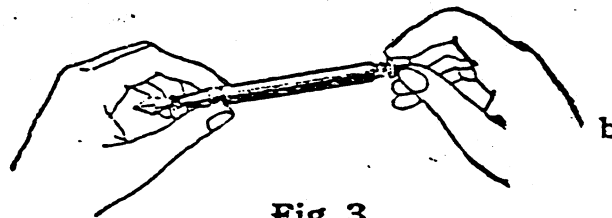


Fig. 3

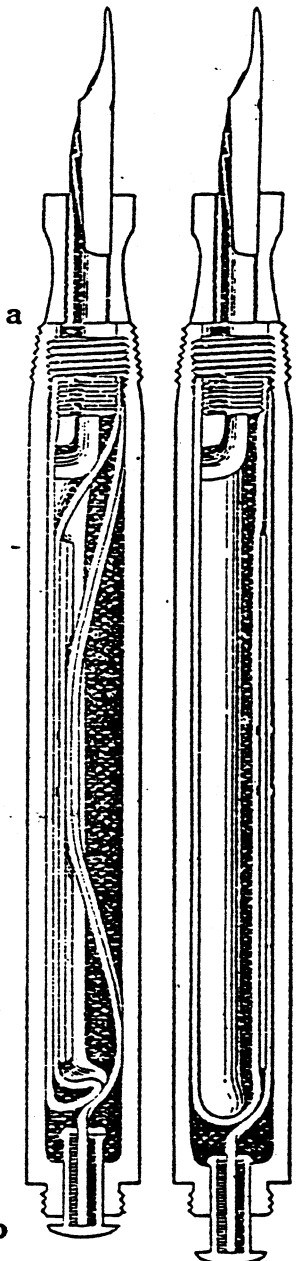


Fig. 4

Fig. 5

### V—PROPER METHOD OF FILLING (Regular Type)

Unscrew the nozzle section, holding the pen point upward. Fill with an ink dropper from good clean ink (see cut 6) and replace the nozzle section.

In screwing the nozzle back into place, after one complete turn of the thread has been made, invert the pen holding pen point over the ink bottle (see cut 7) and finish screwing into place. Excess ink thus flows out the channel and does not collect at the joint.

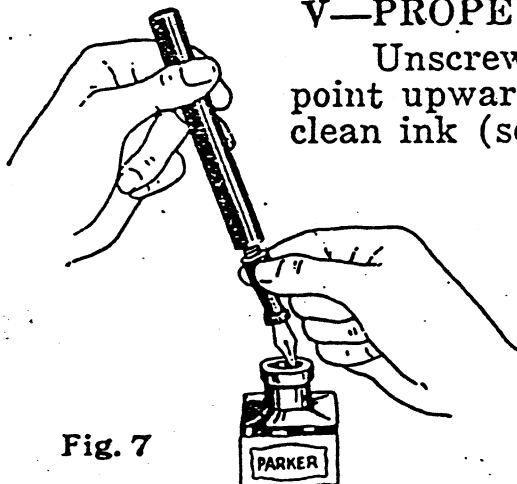


Fig. 7

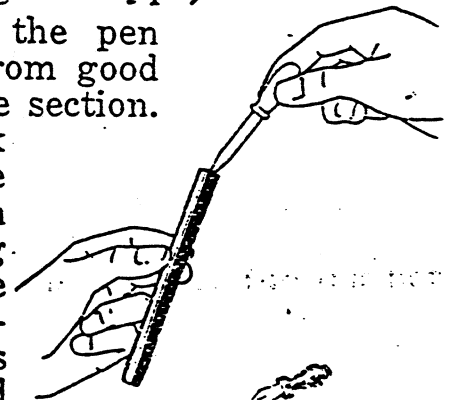


Fig. 6

## VI.—WHAT NOT TO DO

1. Do not disassemble the self-filling pen. If, after following the directions as given, your pen fails to function, send it to us. It is guaranteed. But the guarantee becomes void if the pen has been disassembled and in any way injured as a consequence.

This means, do not unscrew the nozzle (point a, cut 4, page 2) or the sac will be twisted and rendered useless; and do not pull out the presser bar or button (point b, cut 4, page 2) or the sac will probably be telescoped when you attempt to replace it.

2. Do not use any but the best ink. Pens should not be filled from dusty, gummy, muddy ink wells. Any good writing fluid may be used, preferably from a corked bottle. We strongly and sincerely recommend Parker Ink because it is the highest quality and contains no chemicals which will injure any part of the pen. It is permanent in its record qualities and absolutely free from sediment.

3. Do not fail to keep cap screwed tightly on the pen when it is not in use. Failure to do this will result in the nozzle section and feed becoming encrusted with dry ink, interfering with proper flow. This is important—get the right habit.

4. Do not let your pen become dirty and clogged. (See instructions on cleaning.)

5. With regular types be sure the joint between nozzle and barrel is clean and tight. A particle of dust or dirt here may result in an imperfect union and consequently a leak.

## VII.—HOW TO CLEAN THE PEN

A self-filling pen can easily be cleaned by submerging the pen point in water, pressing and releasing the button several times. (See illustration 8). This will eject all the sediment and dirt from the ink channel and clean out the inside of the sac. If the pen point and feed are encrusted with ink, it may be necessary to allow the pen to stand in cold water for some time in order to loosen this crust. Failure to keep the cap screwed on tightly when the pen is not in use will invariably result in the gold pen and feed becoming encrusted with ink. The joint (A)

in illustration 10 must be closed air tight when the pen is not in use. Otherwise, the volatile ingredients of the ink will evaporate,

leaving the solids. The regular type can be easily cleaned by allowing the pen section to remain submerged in water over night. The ink channel can be cleaned out by taking the rubber bulb from the ink dropper, putting it over the nozzle threads, and forcing water up and down through the ink channel.

The Jack Knife Safety cap is very easily cleaned as it may be taken apart and thus made more accessible. Unscrew the inner cap and clean it. Then put some cotton on a match and by means of this wipe out the inside. (See illustration 9.) The slip cap can be cleaned in the same manner.

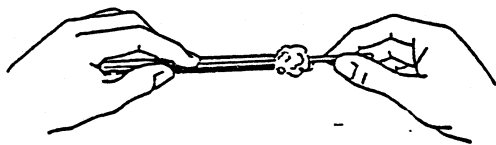


Fig. 9

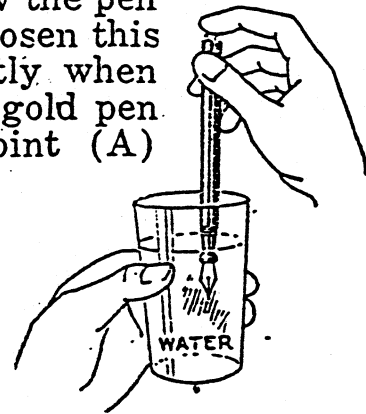


Fig. 8

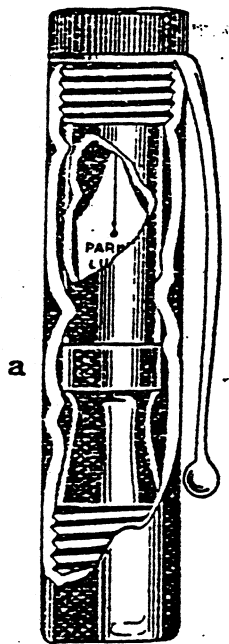


Fig. 10

## VII.—REPAIR INFORMATION

The Parts and Service Department is operated for the convenience and satisfaction of Parker Pen users. Painstaking attention is given to all repair work sent in, both by dealers and others.

To execute work promptly and satisfactorily, we must have your cooperation. Mark plainly on the package your name and address. Write a letter of instructions, stating the trouble and what is to be done. Empty ink from the barrel and pack the pen securely.

**SERVICE CHARGE—NOTE CAREFULLY.** When pens sent in for repair are in need of a general adjustment, in addition to the repair work ordered, an additional service charge of 15c per pen is made. This charge is net to everyone. This service includes a general adjustment, a thorough cleansing of all parts, alignment and resetting the gold point and polishing. When such service is not required, it is not rendered and no charge is made. But this service is made in all cases if, in our judgment, it is advisable to do so for the good of the pen.

It is our custom to return repair jobs C.O.D. to persons not having accounts with the company, to eliminate unnecessary bookkeeping and clerical work.

### GOLD PENS

### NEW PARTS

No. on nd of. Bbl.	No. on pen no. int	Price on new	Allow on old	Feed	Sec.	Barrel	Blind cap	Outer cap	Inner cap	press. bar	Ink sac	Trans. barrel
0, 20½	2	1.25	.20	.30	.50	.75	.15	.30	.25	.30	.15	1.00
3, 23½	3	1.50	.30	.30	.50	.75	.15	.30	.25	.30	.15	1.00
4, 24½	4	2.00	.40	.40	.60	1.00	.20	.40	.35	.30	.15	1.25
5, 25½	5	2.50	.50	.50	.65	1.25	.25	.45	.45	.30	.20	1.50
6, 26½	6	3.00	.60	.60	.75	1.50	.25	.50	.50	.30	.20	2.00
8, 28½	8	4.00	.80	.80	.85	2.00	.25	.60	.60	.30	.20	2.50
liant	12	5.00	1.00	1.00	1.00	2.50		1.00	1.00			

All sizes Parker Clips, nickel 25c, gold plate 75c  
Ivory Barrels, \$1.20. Ivory Outer Caps, 60c.

The above list applies to all parts except those mounted with gold or silver. These will be furnished upon application.

The above prices on gold pens, feeds, sections, presser bars and sacs apply to these parts of mounted styles. For example, if you have a Parker Pen No. 51, examine the gold point and you will see it as a No. 2 size. Therefore, a new gold pen will cost \$1.25, a feed 30c, a section 50c, etc. Also the outer and inner caps, and the blind cap on the No. 51 will cost the same as for the No. 20 pen as they likewise have no gold or silver mountings. Whenever a gold pen is wanted, or any readjustments of parts is required, the complete holder should be sent to us. This is necessary to insure a perfect fit and adjustment.

Gold pens are repointed, straightened and aligned for 50c. Repointed pens are not warranted to wear well, nor to have the quality or durability of point as new pens, and we therefore cannot guarantee re-pointed pens to give satisfaction.

When a pen is covered by the Accident Policy it is required that the policy be returned with the pen. Otherwise a charge is made automatically. The service charge 15c per pen for cleaning, adjusting and resetting point is made when necessary, whether accompanied by the Accident Policy or not. Under the terms of the Accident Policy, all parts of the fountain pen, except the gold point, are guaranteed against breakage or defects for a period of one year from date of sale.

Thus, if a new sac is required you will be billed for the following items: cost of sac, service charge, postage and insurance. If the Accident Policy is sent in, the sac is supplied free. In the case of a dealer, the price of the sac would be subject to the regular discounts on parts—the service charge, postage and insurance are net.